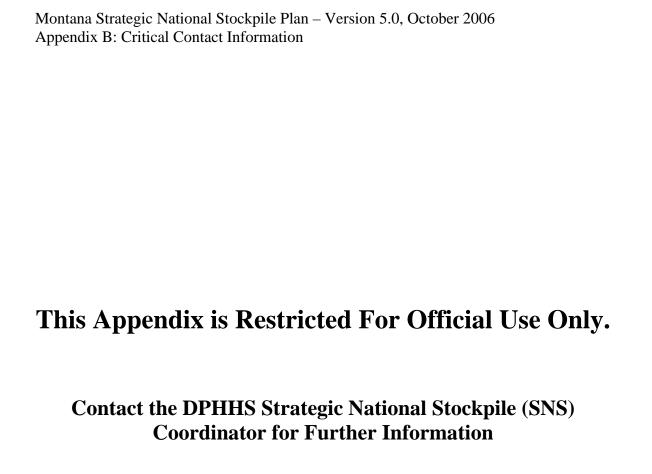
12 Hour Push Package	A cache of pharmaceuticals, antidotes, and medical supplies delivered from the CDC to the RSS to respond to a broad spectrum, ill-defined threat
CDC	The Centers for Disease Control and Prevention
DEA	Drug Enforcement Agency
DES	Disaster Emergency Services
DPHHS	Montana Department of Public Health and Human Services
Drop Point	A single site in each County/Tribe where the State will
	deliver the jurisdictions SNS supplies
EOC	Emergency Operations Center
ESF	Emergency Support Function
IC	Incident Commander
ICS	Incident Command System
LHJ	Local Health Jurisdiction (Montana – 56 Counties and 7 Tribal Nations)
Managed Inventory	A cache of pharmaceuticals and/or medical supplies that are
l a agra a a a g	delivered from the CDC in response to a specific, well-
	defined threat
MOU	Memorandum of Understanding
Prophylactic drugs	Drugs intended to prevent illness to an entire population
Points of Dispensing	County/Tribal designated locations where the asymptomatic
(POD)	public receives prophylactic medicines or supplies
SECC	State Emergency Coordination Center
SNS	The Strategic National Stockpile of drugs and medical
	materials that the CDC will deliver to Montana
TARU	The SNS Program's Technical Advisory Response Unit
	who arrive with or before SNS materials and provide
	guidance to state and local officials
S/L	State or Local, as opposed to a federal response
RSS	Receiving, Staging, and Storing is a warehouse facility ran
	by the state. It receives the initial SNS material, prepares it
	for movement to county/tribal designated sites, and stores
	un-obligated supplies
SECC	State Emergency Coordinating Center at Disaster &
	Emergency Services
Treatment centers	The locations in a community where the sick receive
	treatment. These include hospitals and acute care clinics



Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix C: Memorandums of Agreement (MOUs)

I. Content: This appendix contains the most current Memorandums of Agreement for the Strategic National Stockpile plan. MOUs will be updated annually.

The following Tabs are the MOUs between the State of Montana DPHHS and the following partners.

10/06	<u>Tab 1</u>	Liquor Warehouse – Do Not Distribute
Old	<u>Tab 2</u>	Commodities Warehouse – Do Not Distribute
Missing	Tab 3	Metra Park – Do Not Distribute
Old	<u>Tab 4</u>	MT Department of Transportation
Old	<u>Tab 5</u>	MT Highway Patrol
Missing	Tab 6	CDC
Spring 07	Tab 7	Planning Advisory Group Letter of Understanding
		(with minutes of meeting)





MEMORANDUM OF UNDERSTANDING BETWEEN THE MONTANA DEPARTMENT OF TRANSPORTATION AND

THE DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

I. Parties

The document constitutes an agreement between the Montana Department of Transportation (MDT) and the Department of Public Health and Human Services (DPHHS).

II. Background

If an incident of mass destruction or mass casualty occurs within the interior boundaries of the State of Montana, the following guidelines may be activated. A Strategic National Stockpile exists and can be requested through the Governors Office in coordination with the DPHHS. This would be activated after it was determined that the states vendor owned and managed pharmaceutical and medical equipment supply was not able to appropriately handle the demand. A state of emergency would be declared. This would result in a request to CDC for a Strategic National Stockpile Push Package or Vendor Managed Inventory supply to be deployed into the State of Montana. The receiving locations are preselected for the airports of Great Falls and or Billings. Either of those locations can expect to receive the Strategic National Stockpile within 12 hours of the agreement to deploy by CDC. A transport of the needed medical supplies would need to be made to a pre-designated (safe zone) location, within the approximate area of the outbreak or concern area. This transport will be by the Montana Department of Transportation (MDT). The counties affected (County Health Department) would then distribute the needed medication at the local level.

III. Purpose

To provide safe and efficient transportation of SNS materials from the receiving airport to LHJ's dispensing site (s).

IV. Responsibilities

A. DPHHS

- 1. Has overall responsibility for receipt, management, repackaging, and distribution of the SNS 12-hour Push Package.
- 2. The DPHHS Department Director, Disaster Coordinator or appropriate designee will pre-appoint for planning purposes the DPHHS Airport Team Commander (ATC),
- 3. The ATC is responsible for oversight of all aspects of the airport SNS operations. The ATC will be the Incident Commander for airport operations.

B. MDT

The Department of Transportation has at its disposal a significant amount of assets that can be mobilized is a short period of time. Assets can be mobilized and staged, at the trans-loading site, well within the push pack time frame of 12-hours or less. Necessary manpower and transportation assets, including aircraft, would be mobilized and staged to meet DPHHS receipt and delivery requirements.

1) Transportation

MDT's manpower, fleet of vehicles and equipment would be made available to assist in offloading, transporting materials to the breakdown area, and then to the final distribution destinations. MDT would provide transportation and other assistance within the department capabilities to provide during the event. Post event - MDT would provide assistance in the transportation of materials that are to be returned to SNS.

The department would also provide assistance in acquiring third party or outside equipment rental to ensure affective and efficient distribution.

2) Communications

The department maintains an extensive two-way radio communications network that has current coverage of approximately 95% of the state. The majority of our vehicles are equipped with two-way radios that provide truck to truck or truck to based facilities communications capabilities. Two-way communications provides the capability to maintain contact with each unit in the distribution process, enables the tracking of progress and/or location, estimated time of delivery, and provides operator security and mutual aid contact with local law enforcement.

3) Facilities

The department maintains facilities in eleven major cities and an active presence in more than 100 other section locations throughout the state (see included map). Many of the section facilities are located in smaller remote communities. The eleven area offices include office and garage type facilities. The section sites include: heated garage type facilities, generally some type of security fencing, two-way radio communications and computers capabilities with direct or dial in connections. Any of the MDT sites would be available to store materials and/or used as an assessment or distribution point.

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix C Tab 4: Department of Transportation

- Authority This agreement is made under the authority of section V.
- VI. Duration of the Agreement This agreement shall remain in place until otherwise agreed to by the parties. The agreement may be terminated at any time, given 120 days advance written notice from either party.
- Amandments This agreement or any of its angoific provisions may be **3711** or

V 11.	amended by signature approval of both of the parties signatory hereto, of their respective designee.	
VIII.	Points of Contact	
For the	e DPHHS:	
For the	e MHP:	
Agreen they ha	ment on behalf of their respecti ave the right, power, legal capa	e persons executing this Memorandum of ve entities hereby represent and warrant that acity, and appropriate authority to enter into behalf of the entity for which they sign
Signing	g on behalf of DPHHS	Signing on behalf of the MHP
Title of the Signatory		Title of the Signatory

Date Signed

Date Signed

MEMORANDUM OF UNDERSTANDING BETWEEN THE MONTANA HIGHWAY PATROL AND THE DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

I. Parties

The document constitutes an agreement between the Montana Highway Patrol (MHP) and the Department of Public Health and Human Services (DPHHS).

II. Background

If an incident of mass destruction or mass casualty occurs within the interior boundaries of the State of Montana, the following guidelines may be activated. A Strategic National Stockpile exists and can be requested through the Governors Office in coordination with the DPHHS. This would be activated after it was determined that the states vendor owned and managed pharmaceutical and medical equipment supply was not able to appropriately handle the demand. A state of emergency would be declared. This would result in a request to CDC for a Strategic National Stockpile Push Package or Vendor Managed Inventory supply to be deployed into the State of Montana. The receiving locations are pre-selected for the airports of Great Falls and or Billings. Either of those locations can expect to receive the Strategic National Stockpile within 12 hours of the agreement to deploy by CDC. A transport of the needed medical supplies would need to be made to a pre-designated (safe zone) location, within the approximate area of the outbreak or concern area. This transport will be by the Montana Department of Transportation (MDOT). The counties affected (County Health Department) would then distribute the needed medication at the local level.

III. Purpose

Is to provide for adequate security to protect the SNS, the locations and people that process it, and the transport system that delivers it. Security deals with the physical measures that preclude the interruption of SNS efforts by:

- preventing unauthorized access to locations that support SNS operations;
- facilitating movement of vehicles that transport the SNS;
- controlling crowds that might interfere with effective operations; and
- protecting the personnel, equipment, and material of the SNS.

IV. Responsibilities

A. DPHHS

1) Has overall responsibility for receipt, management, repackaging, and distribution of the SNS 12-hour Push Package.

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix C Tab 5: Highway Patrol

- 2) The DPHHS Department Director, Disaster Coordinator or appropriate designee will preappoint for planning purposes the DPHHS Airport Team Commander (ATC),
- 3) The ATC is responsible for oversight of all aspects of the airport SNS operations. The ATC will be the Incident Commander for airport operations.

B. MHP

- 1) When requested to do so, Montana Highway Patrol Officers will respond to a predesignated safe staging location identified by the DPHHS at Great Falls/Billings.
- 2) MHP's primary objective will be to safeguard the contents of the Pharmaceutical Stockpile, the DPHHS and MDOT employees while in route to its final destination, where it will be transferred to the local health authority for their control and distribution.
- 3) The Montana Highway Patrol will attempt to ensure the safety of all individuals involved in the transport of the Pharmaceutical Stockpile, from Great Falls/Billings to the final distribution safe location.
- 4) The Montana Highway Patrol will also maintain the safety of the general motoring public in the vicinity of the transport.

Specific elements of this mission include:

- 1. The Montana Highway Patrol will review requests to provide for traffic & general law enforcement services, prior to transport, during transport, and immediately following arrival at the pre-designated (safe zone) location for local distribution if appropriate.
- 2. The Montana Highway Patrol will review requests to provide perimeter and roadway security as requested by the Sheriff at the initial receiving facilities of Great Falls/Billings.
- 3. The Montana Highway Patrol will provide security of DPHHS personnel and equipment in transit. Security of MDOT personnel and equipment in transit. Security of the Pharmaceutical Stockpile while in transit.
- 4. The Montana Highway Patrol will provide perimeter and roadway security as requested by DPHHS, until local law enforcement is in place to ensure on-site security at the local level.
- 5. The Montana Highway Patrol will provide on-site security at the final distribution location for up to a maximum of 6 hours. After that time frame, SECC, DPHHS, NG, and local law enforcement will be responsible for on-site security concerns.
- 6. The Montana Highway Patrol will assist with security coordination and transfer, but will not responsible for implementation and ongoing security needs, once the transport of the Pharmaceutical Stockpile has arrived at the local distribution location.
- V. Authority This agreement is made under the authority of section ????

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix C Tab 5: Highway Patrol

- VI. <u>Duration of the Agreement This agreement shall remain in place until otherwise agreed to by the parties. The agreement may be terminated at any time, given 120 days advance written notice from either party.</u>
 VII. <u>Amendments This agreement, or any of its specific provisions, may be amended by signature approval of both of the parties signatory hereto, or their respective designee.</u>
- Signing on behalf of DPHHS

 Signing on behalf of DPHHS

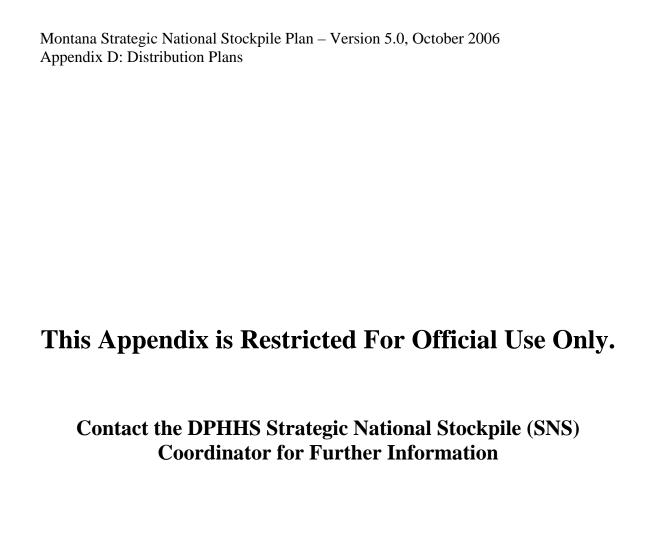
 Signing on behalf of the MHP

 Signing on behalf of DPHHS

 Signing on behalf of the MHP

 Signing on behalf of the MHP

Signing on behalf of DPHHS	Signing on behalf of the MHP
Title of the Signatory	Title of the Signatory
Date Signed	Date Signed



Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix E: Designation of Authority

I. Content: Several areas of the SNS plan refer to individuals authorized to accept SNS materials on behalf of the state.

<u>Tab 1</u>	State Requesting Authority
<u>Tab 2</u>	State Receiving Authority
Tab 3	DEA Registrants License

DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES



BRIAN SCHWEITZER GOVERNOR

JOAN MILES DIRECTOR

STATE OF MONTANA

www.dphhs.mt.gov

MEMORANDUM FOR RECORD

SUBJECT: Individuals authorized to formally request the Strategic National Stockpile

DATE: October 10, 2006

1. In accordance with the Department of Public Health and Human Services (DPHHS) Strategic National Stockpile (SNS) plan, and the Centers for Disease Control and Prevention (CDC) "A Guide for Preparedness" version 10.02, the following individuals are authorized to request materials from the Stockpile.

Governor Brian Schweitzer

Lieutenant GovernorJohn BohlingerDesigneeDPHHS DirectorJoan MilesDesigneeState Medical OfficerSteven HelgersonDesignee

DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES



BRIAN SCHWEITZER GOVERNOR

JOAN MILES DIRECTOR

STATE OF MONTANA

www.dphhs.mt.gov

MEMORANDUM FOR RECORD

SUBJECT: Individuals authorized to sign on behalf of the State of Montana for receipt of material from the Strategic National Stockpile

DATE: October 10, 2006

1. In accordance with the Department of Public Health and Human Services (DPHHS) Strategic National Stockpile (SNS) plan, and the Centers for Disease Control and Prevention (CDC) "A Guide for Preparedness" version 10.02, the following individuals are authorized to sign for SNS material on behalf of the state. These individuals may also act as a designee for the DEA registrants listed in item 2.

SNS	Mana	gement	Team
		-	

SNS Manager	View Team Roster Appendix B Tab 2
RSS Operations Lead	View Team Roster Appendix B Tab 2
Security Lead	View Team Roster Appendix B Tab 2
Distribution Operations Lead	View Team Roster Appendix B Tab 2
Tactical Communications Lead	View Team Roster Appendix B Tab 2

2. A DEA registrant must sign for Schedule II-V controlled substances.

State Medical Officer Steven Helgerson State Pharmacist Consultant Mark Eichler Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix F: Badging and Access

Content: A limited number of individuals are authorized access to the RSS facility. Additionally, identification requirements at both the state and local level will be standard across the state and materials provided during distribution. (i.e. lanyards, clips, stickers)

Tab 1 Authorized personnel at the RSS Tab 2 Sample Badge

DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES



BRIAN SCHWEITZER GOVERNOR

JOAN MILES DIRECTOR

STATE OF MONTANA

www.dphhs.mt.gov

MEMORANDUM FOR RECORD

SUBJECT: Individuals authorized to access the DPHHS Receiving Staging Storage (RSS)

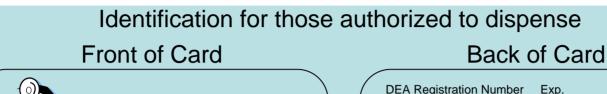
facility

DATE: October 10, 2006

- 1. In accordance with the Department of Public Health and Human Services (DPHHS) Strategic National Stockpile (SNS) plan, and the Centers for Disease Control and Prevention (CDC) "A Guide for Preparedness" version 10.02, the following individuals are authorized access to the DPHHS RSS facility.
 - a. Any individual listed in following Tabs of Appendix B:
 - Tab 2
 - Tab 4
 - Tab 5
 - Tab 7
 - Tab 8
 - b. Any member of the Centers for Disease Control and Prevention (CDC) that are members of the Technical Advisory Response Team (TARU). Identification must be shown.

SAMPLE BADGE

To be worn in a clear lanyard around the neck, or in a clear shirt clip visibly fastened to the upper body





Any Picture ID

Dept: XXXX

Employee ID#: 123-45

Expiration: xx/xx/xxxx

DEA Registration Number Exp. Fee Paid
AB1234567 xx/xx/xxxx Yes

Schedules Business Activity Issue Date
2, 2N, 3, Practitioner xx/xx/xxxx
3N, 4, 5
Last Name, First Name
Address

Identification for non-dispensing volunteers and staff Front of Card Back of Card



Any Picture ID

Dept: XXXX

Employee ID#: 123-45

Expiration: xx/xx/xxxx

SAMPLE PUSH-PACKAGE INVENTORY

This list is constantly changing and is used for demonstration purposes only

Contact the DPHHS SNS Coordinator for a copy

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix H: RSS Material

I. Content: Job action sheets are currently being revised at the state level and will be included in future versions of this document. The same is true for the development of the RSS brief example.

Tab 1	RSS Job Action Sheets
Tab 2	RSS Briefs

Tab 3 RSS Supply Box Container Contents

RSS Sample Floor Layout

PUSH PACKAGE CONTENT IDENTIFICATION COLOR CODES

Oral Antibiotics and Supplies Containers 1 - 38

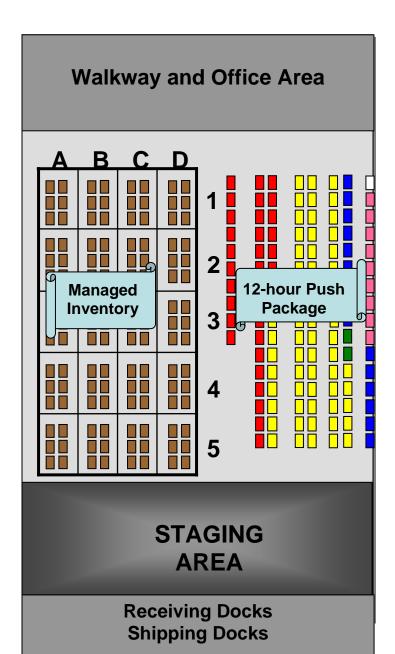
Intravenous Drugs and Supplies
Containers 39 - 101

Chemical Antidotes and Related Supplies

Airway Supplies Containers 105 - 119

Pediatric Supplies Container 120 - 128

Medical/Surgical Supplies
Container 130



STATE TO COUNTY/TRIBE

The Department of Health and Human Services (DPHHS) Strategic National Stockpile (SNS) Program hereby transfers medical materials from the state into the custody and control of the receiving authority below. By signing this transfer form, the receiving authority acknowledges receipt of the medical materials listed.

The receiving authority accepts full responsibility for the material entrusted into its possession and agrees to abide by the terms, conditions, and responsibilities, of all applicable agreements between the state, applicable state and federal laws and regulations, and local authorities.

State SNS Authority (Print Name and Title)	Signature & Date
Distributing Authority (Print Name and Title)	Signature & Date
County/Tribe Receiving Authority (Print Name and Title)	Signature & Date
If Control Schedule II-V Substances Are Transferred Receiving DEA Registrant (Print Name, Title, DEA Registration No.)	Signature & Date

FOR FURTHER LOCAL DISTRIBUTION

(Owning Agency) medical materials into the custody and control of signing this transfer form, the receiving authority materials listed.	
The receiving authority accepts full responsibility for the material entrusted into its possession and agrees to abide by the terms, conditions, and responsibilities, of all applicable agreements between the state, applicable state and federal laws and regulations, and local authorities.	
Authority (Print Name and Title)	Signature & Date
(2 2220 2 2020)	
Distributing Authority – if needed (Print Name and Title)	Signature & Date
Receiving Authority (Print Name and Title)	Signature & Date
If Control Schedule II-V Substances Are Transferred Receiving DEA Registrant (Print Name, Title, DEA Registration No.)	Signature & Date

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix K: POD Information

Content: Each County/Tribe will provide a completed POD Facility Worksheet for each of their potential POD sites as a part of their SNS Plan. Quarterly, locals are asked to review and update the location of their single county/tribe drop point. The DPHHS SNS coordinator will compile the POD Facility Worksheet data on tab 3.

<u>Tab 1</u>	POD Facility Worksheet
Tab 2	County/Tribe Drop Points
Tab 3	POD Locations

Point of Dispensing Facility Worksheet

County Name:				Region:	- for state use -
Facility Name:	:			Facility Code:	- for state use
Facility Address:	Address: Cross Street:				
Facility Owner:			Phone Number	:	
Primary Point of Contact (POC)			Alternate	Point of Conta	ct (APOC)
Name/Title:		Name/Title:			
Day Ph	one:		Day Phone:		
Evening Ph	one:		Evening Phone:		
☐Cell Phone			☐Cell Phone ☐		
	ager:		Pager:		
	E-mail address: E-mail address:				
Facility capacity:	pacity: Total Square footage: Number of Parking Stalls:			arking Stalls:	
Backup power Adequate roa Water source ADA restroor Sewer Helicopter lai	er sour ad acce e: Fair (ms, # o	e outlets in clinic area) ce ess City Utility of stalls: _ accessible n-site sewage system	Attributes encing;around facilityaround loading area oading dock(s) elephone system, Number of external lines: dequate HVAC capacity to maintain "normal" temperature in area howers available for staff, linic plan customized to fit facility IOU/MOA/MAA completed		
Facility Plan Coordination (print, sign, date) Public Health Jurisdiction: Agency:					
Disaster and Eme Se	rgency rvices:		Facility Owner	:	
Chief Elected Officials:		Others	:		

Form Last updated: October, 2006

Date facility use agreement last reviewed:

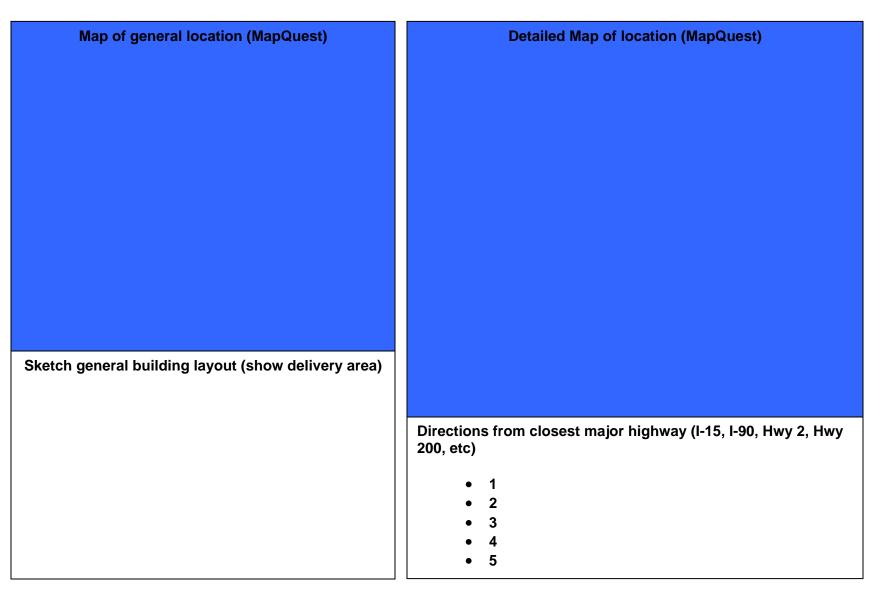
Point of Dispensing Facility Worksheet

Facility Name:				Facility Code:	- state use -	
Available equipment on-site			Access to clinic area			
☐ Printer ☐ Fax ☐ Copier ☐ Computer, #			☐ ADA access to clinic area from parking lot			
☐ Audio/video equipment, ☐ VCR, # ☐ TV, #			Adequate covered area to handle que / overflow			
☐ Tables	, # Туре:		Bus loading/unloading area			
☐ Chairs	,# Type:		Break Area/room			
☐ Hand \	Washington facilities near clinic area		Cafeteria			
	☐ Janitorial supplies to match expected needs (i.e., toilet paper, paper towels, etc.) ☐ Refrigeration, Type:					
	Communications		Potential facility sta	aff availability		
☐ Interne	et access, \square modem \square LAN, DSL, cable		Maintenance Staff, #			
☐ Adequa	Adequate cell phone coverage outside inside		Cafeteria staff, #			
· '	one jacks in clinic area		Bus drivers, #			
☐ PA sys	•		IT support, #			
☐ Interco	m system		Others, #			
	Secui	ity				
☐ Securit	ty plan completed		Coordinated with facility, puenforcement staff	ıblic health, and	wal t	
☐ Secure	e lockable storage area		Ability to limit access only to	o clinic area		
Potential Site limita	ations, special instructions, and remarks					

Form Last updated: October, 2006

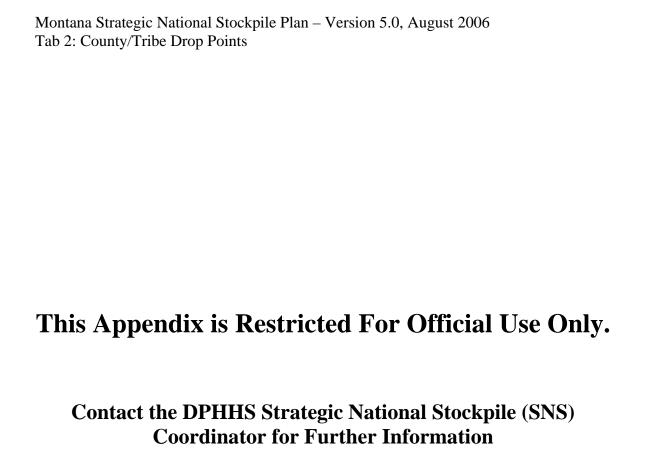
Date facility use agreement last reviewed:

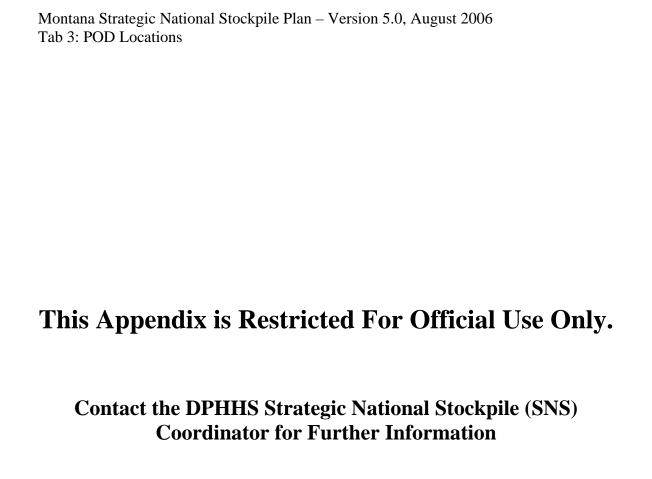
Point of Dispensing Facility Worksheet

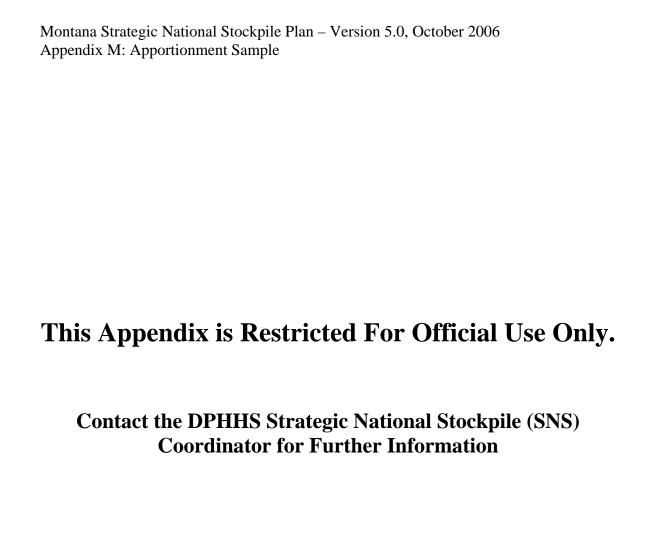


Form Last updated: October, 2006

Date facility use agreement last reviewed:







Multi-State Regional Planning Efforts

Date	Action	Attendee
31-May-06	Yellowstone National Park Workgroup Planning Conference	Bruno
13-Jun-06	Yellowstone National Park Workgroup Planning Conference Observer in Idaho Full Scale Exercise	Bruno
27-Jun-06	Observer in Idaho Full Scale Exercise	Bruno
11-Aug-06	Yellowstone National Park Workgroup Cancelled Due to Park Vacancies	Bruno

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix O: Security Assessment

I. Content: DPHHS is currently developing a security assessment tool in conjunction with the Montana Highway Patrol. The assessment will be used to determine the strengths and weaknesses of the Receiving, Staging, and Storage (RSS) facility. Assessments will also me conducted on movement of materials within the state.

Additionally, the state is developing a security assessment tool that local SNS planners can use when inspecting their Points of Dispensing (PODs).

This Appendix will be updated as the criteria are developed.

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix P: Training, Exercise, Evaluation

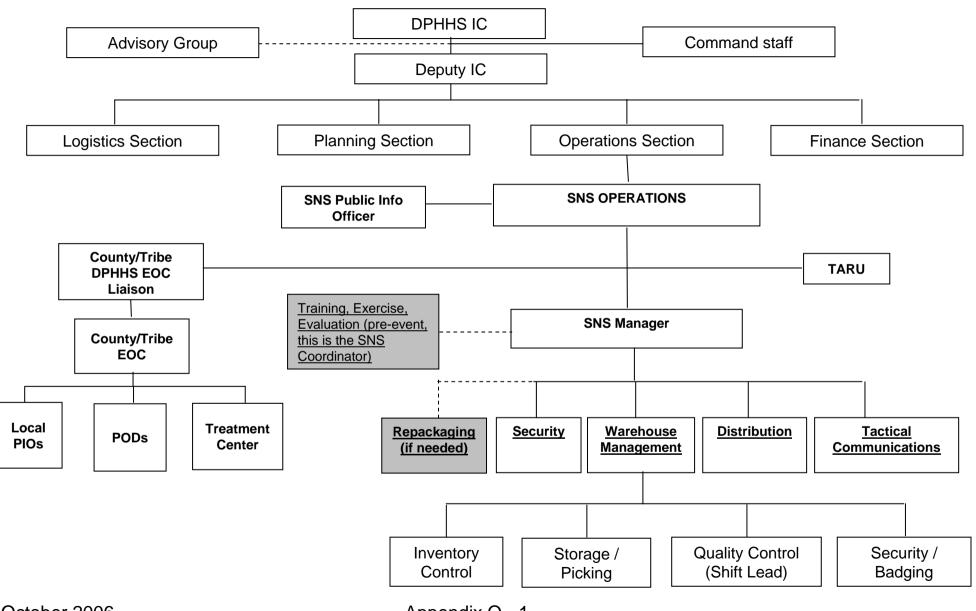
I. Content: The State SNS Coordinator will maintain a State level SNS Training Book. The below Tabs are intended to roll up the training and testing data captured in detail in the SNS Training Book.

Tab 1 Call down and equipment tests
Tab 2 Training

	1st Quarter 06-07				
	Date	Appendix B Call Down Tests	Commo Equipment Test (Between SECC/EOC)		
Issues					

	1st Quarter 06-07				
	Date	Tactical Communication Training	Public Information Campaign Training	Inventory Management Training	
# Attended					

Communications Flow Chart



October 2006

Appendix Q - 1

Montana Strategic National Stockpile Plan – Version 5.0, October 2006 Appendix R: PIC Material

I. Content: DPHHS is currently developing Public Information Campaign material as it may apply to events requiring Strategic National Stockpile assets. As material is developed, it will be added to this appendix and uploaded to the Training Communication Center (TCC). Access to the information posted on the TCC will become available to the public at the onset of an event.